



# YOUR CHAPLAINCY MATTERS

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## Join your Local Chaplaincy Committee

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Be a part of a service that brings hope to young people and supports the school community.

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School Chaplaincy is a three-way partnership between the local school (representing the Department of Education and Training), the LCC (representing the local community), and SU QLD (the Employing Authority).

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### scripture union QUEENSLAND

☞ A member of the Scripture Union International community.

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## Opportunities for positions on the LCC:

### Chairperson:

As the LCC Chair you will play a strategic role working in conjunction with the LCC members to oversee the operational aspects of the chaplaincy service and fulfil the LCC's vision. You will meet regularly with the chaplain and participate in the chaplain's annual review. Your main role is to set the agenda and chair meetings. Training and upskilling for your role will be provided by your Field Development Manager (FDM).

### Secretary:

As the Secretary, you will need computer and administrative skills and will record and distribute minutes for each LCC meeting. You will also receive and present correspondence at meetings and distribute the agenda, and the chaplain's quarterly newsletter.

### Treasurer:

The SU QLD finance department provides all financial reports. The Treasurer needs computer skills to access these reports to prepare and present a financial overview at LCC meetings. The treasurer prepares the annual budget using the Our Chaplaincy website.

### Church Representative(s):

We want local churches in the area to be represented in the LCC. You will facilitate two-way communication between the LCC and your church. This is an important role as it connects the local churches with the school community.

### Parent and School Representative(s):

We invite Teachers and Parents to join the LCC. This role encourages direct involvement in planning and implementation of an effective and holistic service that meets the needs of the school community.

### Other positions can include:

- Marketing and Fundraising Coordinator
- Church Liaison
- Prayer Coordinator
- Church Contact (acts as a conduit)

### What's expected?

**Commitment:** LCC meetings are held approximately **six times a year for one hour**, at an agreed and convenient time for all. Depending on the role, there may be tasks to complete between meetings. If the LCC decides on holding events during the year this will be agreed and decided by all members.

**Who to contact?** If you want to join the LCC or require more information please contact [support@suqld.org.au](mailto:support@suqld.org.au) or **3112 6073** for the contact details of the Field Development Manager in your district.

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